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UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL ADJUSTMENT ADMINISTRATION  
Washington, D. C.

1939 RANGE CONSERVATION PROGRAM  
North Central Region

Instructions for Filling out NCR-353, 1939 Statement of  
Intentions, and Designation of Range Building  
Practices.

The purpose of the "Statement of Intentions and Designation of Range Building Practices", NCR-353, is to encourage ranchers to adopt good range management practices and to aid them in planning their 1939 ranch operations so that they may cooperate in the 1939 Range Conservation Program.

The county committee will arrange a meeting with all ranch operators in the county in order to explain the 1939 Range Conservation Program and to give each operator an opportunity to fill out and sign form NCR-353 not later than May 15, 1939, which he must do in order to participate in the 1939 range program. By signing NCR-353 and filing it with the county committee, the rancher requests the approval of range building practices to be carried out on the ranching unit in 1939, indicates his intention to cooperate in the 1939 range program, and requests a check of performance at the proper time.

If any rancher declines to give the information needed to complete NCR-353, a statement to that effect will be written across the map and dated and signed by the range inspector to whom the NCR-353 was assigned. The NCR-353 will then be filed in the county office.

The county committee will determine the number of ranch operators within the county. No person may be considered as a ranch operator unless he controls at least 640 acres of range land and he is customarily regarded in the community as a ranch operator. The inspection of ranching units, for the purpose of filling out NCR-353, will be assigned to county range inspectors on the basis of range inspector districts.

PART I - PREPARATION OF NCR-353

Clerical assistants will enter in the upper right-hand corner of NCR-353 the State and county code, ranch serial number, and range inspector district number in the spaces provided therefor. These entries will be taken from the range listing sheet, NCR-255, after the listing of range land data has been completed for the county for 1939.

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Section I.--

This section will be prepared by clerical assistants in the county office for those ranching units for which the information is available. The range inspector will prepare this section for ranching units for which this information is not available.

Section II.--Status of Land in Ranching Unit

The range inspector will determine the ownership, legal description, the owner's address, the type of control, and the date of expiration of control for each individually owned tract of land in the ranching unit and will make the entries in the spaces provided therefor. In making the entry concerning type of control for each tract, the range inspector will examine the evidence presented by the ranch operator with respect to leasing agreements and shall indicate the type of control shown by the evidence with one of the following entries: cash lease, tax payments, contract or deed, verbal agreement, livestock for share, or such other entry as would indicate the type of control existing. No tract of land will be included as a part of the ranching unit unless there is written evidence indicating that the operator has control of the tract through November 1, 1939. Data for all tracts to be included in the 1939 range program must be entered in this section by July 1, 1939. All entries will be reviewed by the county committee and all tracts will be plotted on a county map as a means of checking for duplications.

Section III.--Determination of Average Appraisal and Carrying Capacity of the Ranching Unit.

The following entries will be made for each tract for which entries are made opposite the corresponding tract numbers in Section II. Enter in column (a) the total acreage of land in each tract. Enter in column (b) the acreage of range land in each tract. Enter in column (c) the acreage of cropland in each tract. This entry should conform to the acreage of cropland determined for this tract under the 1939 Agricultural Conservation Program. Enter in column (d) the acreage of other land in each tract. This entry will include roads, lanes, building lots, or wasteland (land on which there is not sufficient vegetation to classify as range land) and land which has been designated as restoration land under the 1939 Agricultural Conservation Program. The entry in column (e) for each tract will be determined in the following manner:

1. If the tract had an individual appraisal established in 1938, the entry in column (e) for that tract will be the appraisal established in 1938.

2. If the tract did not have an individual appraisal established in 1938, the entry in column (e) will be determined by the range inspector by comparing such tract to the normal range appraisal for the



range inspector district. In making such comparison the range inspector will take into consideration vegetation, soil type, topography, and other factors. The entries in column (f) for each tract will be determined by dividing the entry in column (b) by the corresponding entry in column (e) and entering the result, rounded to one decimal, in column (f). Enter in the total line the totals of columns (a), (b), (c), (d), and (f). The entry in the total line of column (e) will be the average range appraisal for the ranching unit in 1939 and is determined by dividing the total of column (b) by the total of column (f) and rounding to one decimal place.

Section IV.--Other Range Land used in connection with the Ranching Unit.

The range inspector will secure information regarding additional land used in connection with the ranching unit but which is not included in the ranching unit in Section III. Enter the acreage and indicate the type of land.

Section V.--Livestock on hand as of April 1, 1939 (over six months of age).

The range inspector will obtain from the ranch operator information regarding livestock on hand over six months of age as of April 1, 1939, and will enter the numbers of such livestock.

Section VI.--Certification of Range Inspector.

The range inspector will sign and date the NCR-353 upon completion of all entries as outlined herein.

Section VII.--Certification and Application for Approval of Range Building Practices by Ranch Operator.

The range inspector will assist the ranch operator in determining range building practices most applicable and desirable for accomplishing good range management on the ranching unit and will set forth the location and designation of the practices in column (a) of this section. The range inspector will assist the operator in locating the areas or sites upon which designated range building practices are to be carried out in 1939 and will justify the selection of sites or location of areas in column (b) of this section. In addition to making the above determinations, the range inspector should explain thoroughly to the ranch operator the specifications, as listed below, that are required for each practice selected for the ranching unit to qualify for payment under the 1939 Range Conservation Program.

Practice 1 - Deferred Grazing

This practice will not be approved on range land used for grazing cattle or horses unless the area to be deferred is entirely enclosed with a fence. Any range land used exclusively for grazing sheep will not be approved for deferred grazing unless the area is fenced or is so located that livestock can be kept off by herding.



All livestock must be kept off the deferred areas from May 15, to September 30. If any hay is cut within the boundaries of the deferred area, the tracts on which the hay is cut will be deducted from the deferred area by legal description with a minimum of 40 acres for any deduction. No area will be approved for deferred grazing unless it has been established to the satisfaction of the county committee that the area is normal summer range. Areas included within the same fence boundary with cropland can not be considered as normal summer range. An area deferred in 1938 will not be approved for deferred grazing in 1939 unless evidence is presented to the county committee which indicates that non-grazing a second year on the area would be of material benefit to the range and there is no other range land in the ranching unit which would benefit as greatly by deferred grazing.

#### Practice 2 - Artificial Reseeding

This practice may be approved for any range land on which the stand of grass has been seriously depleted. The operator must file with the county committee MCR-221 as evidence of the kind and amount of seed sown, and date and method of seeding.

#### Practice 3 - Contour Furrowing

This practice will not be approved on light sandy soils or on areas where the average slope is in excess of 8 percent. The furrows must be constructed on the contour level and be broken or dammed at sufficient intervals to prevent water from accumulating in such quantities as would cause gulying. The maximum distance between furrows will be 25 feet with the furrows proportionately closer together as the degree of slope increases.

#### Practice 4 - Spreader Dams and Terraces

##### Spreader Dams

This practice will be approved when constructed in the channel of small watersheds near enough to the head of the watershed and with a sufficient number of structures so as to prevent accumulation of water in the stream channel to the extent that structures would be in danger of washing out during heavy rainfall. The dams will be constructed according to the same specifications as provided for stock water dams.

##### Spreader Terraces

This practice will be approved when constructed at points on a water channel or in conjunction with spreader dams where sufficient water will accumulate for diversion upon adjoining range land. The terrace grade should not be greater than 4 or 5 inches per hundred feet of length. The terrace ditch should have ample capacity to carry the diverted water and an adequate outlet should be provided at the discharge end. Payment will not be made for less than 100 linear feet of terrace or for a terrace which has an average cross section measurement of less than 5 square feet.



### Practice 5 - Stock Watering Dams

Dams will not be approved on running streams. The repair of broken dams constructed under previous range programs will not be approved for payment in 1939. However, it may be required that such dams be repaired if approval is to be given for additional structures in 1939. Dams must be constructed with minimum slopes of 3 to 1 on the upstream side and 2 to 1 on the downstream side, and must have a crown width of 1 foot for every foot in height of fill not exceeding 15 feet. Dams 10 feet or less in height must have a minimum freeboard of three feet. Dams over 10 feet in height must have a minimum freeboard of four feet. Spillways must be of sufficient width to carry the overflow expected of the drainage area.

### Practice 6 - Wells

This practice will not be approved except in those counties where it is not practicable to provide adequate stock water by the construction of earthen tanks or reservoirs. In no event will payment be made for a well developed at any ranch headquarters.

Any well developed for payment in 1939 must supply adequate water for the number of livestock using the adjoining range and must be equipped with a lifting device and storage tank and be in operation at the time of final inspection. Approval will not be given for repairing or improving an existing well. However, it may be required that such wells be repaired if approval is to be given for additional structures in 1939. All applications for wells must be initialed by the field representative of the state committee before approval is mailed to the operator.

The operator must furnish the county committee evidence of construction in the form of a well driller's statement showing the depth of the well and dimensions of material used in its construction. Approval will not be given for developing a well at any ranch headquarters.

### Practice 7 - Springs and Seeps

This practice will be approved on sites where the water source can be developed and the water conveyed from the source to a storage tank or on sites where the source itself is developed in such a manner as to be a permanent water supply. The source must be developed in such a manner as to prevent trampling by livestock.

The source of all springs or seeps will be boxed in with either masonry, concrete, rock, or sound timbers of at least 2 inches in thickness and be of a permanent nature. At least 20 cubic feet of available water storage must be provided.

### Practice 8 - Tree Planting

This practice will be approved only on land which qualifies under the definition of range land. The plantings should be of trees adapted to the area and planted and cultivated in accordance with good tree cultural practice for the area. The planting of cuttings will not be accepted as a good tree cultural practice. The plantings should be made at the rate of at least 300 trees per acre and the area planted to trees must be fenced and the fence maintained sufficiently to prevent entry of livestock. This practice will not be approved unless the area on which it is to be carried out is one acre or more.



Practice 9 - Cultivating and Maintaining  
a Stand of Trees.

This practice will be approved for maintaining a good stand of at least 200 trees per acre of windbreak or shelter-belt plantings planted between July 1, 1935, and July 1, 1939, by cultivating sufficiently to control other vegetation, protecting from fire and livestock and re-planting if necessary. In order for this practice to qualify for payment there must be at least 200 living trees per acre at the time of final inspection. This practice will not be approved unless the area on which it is to be carried out is one acre or more.

Section VIII.--Map of Ranching Unit.

The ranching unit will be outlined on the map from the legal description as given in Section II, using the scale of 2 inches to the mile unless a smaller scale is necessary to accommodate the entire ranching unit on the map, in which case a scale of 1 inch to the mile will be used. The map must show ranch headquarters, all fences, cropland, existing watering places, and all range building practices which are to be carried out on the ranching unit in 1939, in accordance with the standard symbol sheet.

Section IX.--

After the county committee has determined that all entries in previous sections of NCR-353 are complete and correct, clerical assistants will make the following entries:

Enter on line (a) the total acres in ranch. This entry will be taken from the total line of column (a) of Section III.

Enter on line (b) the total range land. This entry will be taken from the total line of column (b) of Section III.

Enter on line (c) the average range appraisal in acres per animal unit. This entry will be taken from the total line of column (e), Section III.

Enter on line (d) the preliminary range allowance for the ranching unit. This entry will be the sum of the entry in line (b) of this section multiplied by two cents, plus the entry on the total line of column (f) of Section III multiplied by \$1.00.

The county committee will review all entries in NCR-353 with the range inspector and determine that the entries are complete and correct. The county committee will carefully examine the entries in Section VII relating to range-building practices and will certify approval of those practices which will tend to effectuate the purposes of the Soil Conservation and Domestic Allotment Act and promote soil conservation and good range management. The county committee will delete any practices listed in

Section VII which do not meet the above requirements. No payment will be made for any range-building practices which have not been designated and approved by the county committee by July 1, 1939.

PART II - PREPARATION OF NCR-353a

The purpose of NCR-353a is to furnish the ranch operator written approval by county committee of range building practices to be carried out on the ranching unit in 1939.

After the county committee has determined that all entries on NCR-353 are complete and correct and has certified approval of the range-building practices in Section VII, clerical assistants will transfer all data from Sections VII, VIII, and IX of NCR-353 to the applicable sections of NCR-353a. A member of the county committee will sign and date NCR-353a in the space provided and mail the form to the ranch operator. If any of the entries on NCR-353a differ from the original entries on NCR-353, as executed by the range inspector and signed by the ranch operator, a letter shall accompany NCR-353a, explaining the reasons for making such changes or corrections.

All forms NCR-353a will be mailed to the operators not later than July 1, 1939.



